

DDA 86-2147
19 December 1986

MEMORANDUM FOR: Acting Director of Central Intelligence

FROM: William F. Donnelly
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 19 December 1986

1. On 13 December the Office of Security (OS) conducted a training session on countersurveillance techniques for 30 security personnel. The goal of the one-day session was to enhance the protection provided to the DCI and DDCI during vehicular movements. Participants included DCI Security Staff personnel, Security Protective Officers, and Washington Field Office investigative personnel.

2. On 15 December the Deputy Director of Security, in his role as Chairman of the Technical Surveillance Countermeasures Committee (TSCC), briefed Wayne Army, Associate Director of the Office of Management and Budget, on government-wide TSCM programs, issues and concerns. Mr. Army expressed great interest in helping address the shortfall in research and development funds for TSCM.

3. On 11 December OS representatives presented the final in a series of 12 computer security briefings that began in August 1986 for all Directorate managers. A total of about 2500 people attended the sessions.

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6. The new Personnel Access Security System (PASS) badge machines at the Main entrance to Headquarters are now operational. With this installation, all five Headquarters entrances are now controlled by the PASS machines.

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8. Procurement Division, Office of Logistics, received two requisitions on 10 December for the consolidation of Wang maintenance from 130 contracts to two major contracts; one classified and one unclassified. By consolidating the maintenance contracts, the Agency will realize an annual savings of almost \$1 million due to discounts from Wang.

9. Office of Personnel recruiters faced 20-25 demonstrators during a visit to the University of New Hampshire but still conducted all interviews as scheduled. At Gannon University in Erie, Pennsylvania, however, adverse publicity was the probable cause for 50 percent cancellation of the scheduled interviews.

10. Four policemen now have been fully cleared for the Counterterrorism program and are being scheduled to enter on duty.

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12. The four Directorates agreed to offer 26 positions to the Upward Mobility Program. The Upward Mobility Career Day Seminars will take place 22-23 January 1987. This is the largest level of participation since 1981.

13. As of 15 December, the Agency's Combined Federal Campaign (CFC) Staff had received contributions totalling \$392,645, 87 percent of the Agency's goal of \$450,000. Educational Aid Fund contributions received as of 15 December total \$58,778. Public Service Aid Society contributions are at the \$33,281 level. The official CFC campaign is now over but about 16 percent of the

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pledge cards are still outstanding. Based on statistics from previous years, we may not reach our CFC goal this year. Memoranda have been sent to all **Deputy Directors asking them to encourage additional contributions, and** notices are being sent to all employees and field stations concerning the shortfall.

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21. During the FY-88/89 Congressional Budget exercise the Office of Finance produced 787 budget reports for the Agency's various budget and finance officers. This is an increase of 236 reports or 42.8 percent over the reports produced for the July 1987 Budget Estimates Exercise. Timely support was provided even with the increased report requirements.

21. The Acting Archivist of the United States approved the revised DCI Records Control Schedule on 11 December 1986. Approval of the Directorate of Science and Technology Records Control Schedule is expected in late January 1987.

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William F. Donnelly

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